

DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT

700 North 10th Street, Room 258
Sacramento, CA 95814-0338
(916) 341-4200
(916) 341-4203 (FAX)
(916) 327-6318 (TDD)



May 3, 2006

To: CSBG Service Providers

**Subject: 2006/2007 Community Services Block Grant (CSBG) Program Contract –
Forthcoming Changes**

The purpose of this memorandum is to inform you that some changes to your current 2006/2007 CSBG Contract may be necessary.

A formal contract amendment will be issued in the following weeks that will correct some language errors present in the 2006/2007 CSBG Contract. These changes include:

- Clarification to the Advance Repayment Language
- Basic clean-up of typographical errors

When this amendment is issued, please review the changes and submit the amended contract as soon as possible.

Additionally, if necessary, your Field-Representative may be contacting you in the coming weeks to make some minor modifications to either your CSD 801 National Performance Indicator forms or your CSD 425.S Budget Summary Form, in some cases, both forms may require modification. Only those agencies with identified necessary corrections will be contacted. These agencies will be asked to submit a CSD 425.b Minor Modification form to initiate the corrections.

There were some minor problematic elements with some of these forms. Some of the issues that you will be asked to correct include:

- Adjusting your budget to reflect the 2006 allocation spreadsheet releases January 30, 2006
- Adjusting your budget to reflect one year projections
- Clarifying your Problem Statement and Delivery Strategies on your CSD 801 forms
- Answering questions about additional indicators reported on your CSD 801 forms

Our CSBG Field Representatives have been working diligently performing a thorough analysis on the reporting forms submitted with your contract. It is our goal to correct any issues as quickly as possible. It is important that the CSBG Contracts contain the most accurate and representative data possible.

Thank you for your patience and cooperation during this process. Please contact your assigned field-representative if you have any additional questions.

Sincerely,


Jeannette Nelson
Acting Chief Deputy Director